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DEFENSE SECURITY COOPERATION AGENCY

WASHINGTON, DC 20301-2800

FOREWORD

[Insert date]

This Manual is reissued under the authority of DoD Directive 5105.65, "Defense Security Cooperation Agency," October 31, 2000, (reference (a)). It provides guidance for the administration and implementation of Security Assistance and related activities in compliance with the Foreign Assistance Act (FAA), the Arms Export Control Act (AECA) (references (b) and (c)), and related statutes and directives.

DoD 5105.38-M, "Security Assistance Management Manual," October 1, 1988, (reference (d)) is hereby canceled.

This Manual applies to the Office of the Secretary of Defense (OSD), the Military Departments (MILDEPs), the Chairman of the Joint Chiefs of Staff, the Combatant Commands, the Office of the Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, Security Cooperation Organizations (SCOS), and all other organizational entities within the Department of Defense (hereafter referred to collectively as "the DoD Components") engaged in management or implementation of Security Assistance.

This Manual is effective immediately and is mandatory for use by all the DoD Components. The DoD Component heads may issue supplementary instructions when necessary for unique requirements within their organization. A copy of any supplemental instructions must be provided to the Defense Security Cooperation Agency (DSCA) (Strategy Directorate). Deviations from policies shall not be implemented without prior approval of the Director, DSCA.

Send recommended changes to the Manual through channels to:

Defense Security Cooperation Agency
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Director

Defense Security Cooperation Agency

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ACRONYMS

Abbreviation	Meaning
AA&E	Arms, Ammunition and Explosives
ACC	Accelerated Case Closure
ACDA	Arms Control and Disarmament Agency
ACOTA	African Contingency Operations Training and Assistance
ACSA	Acquisition and Cross-Servicing Agreement
ACSS	Africa Center for Strategic Studies
ADL	Advanced Distance Learning
ADM	Administration and Management (DSCA Business Operations)
ADP	Automated Data Processing
ADUSD(TP)	Assistant Deputy Under Secretary of Defense - Transportation Policy
AECA	Arms Export Control Act
AFI	Air Force Instruction
AFJMAN	Air Force Joint Manual
AFP	Annual Funding Plan
AFR	Africa Region
AFSAC	Air Force Security Assistance Center
AFSAT	Air Force Security Assistance Training
AGE	Aerospace Ground Equipment
AID or USAID	(United States) Agency for International Development
AIG	Address Information Group
AIK	Assistance-in-Kind
ALP	Aviation Leadership Program
AMC	Air Mobility Command
AMRAAM	Advanced Medium-Range Air-to-Air Missiles
AO	Action Officer
AOR	Area of Responsibility
APO	Army Post Office
APOD	Aerial Port of Debarkation
APOE	Aerial Port of Embarkation
AR	American Republic Region
AR	Army Regulation
ASD(APSA)	Assistant Secretary of Defense for Asian and Pacific Security Affairs
ASD(GSA)	Assistant Secretary of Defense for Global Security Affairs
ASD(HD&ASA)	Assistant Secretary of Defense for Homeland Defense and Americas' Security Affairs
ASD(ISA)	Assistant Secretary of Defense for International Security Affairs
ASD(ISP)	Assistant Secretary of Defense for International Security Policy
ASD(LA)	Assistant Secretary of Defense for Legislative Affairs
ASD(NII)	Assistant Secretary of Defense for Networks and Information Integration
ASD(RA)	Assistant Secretary of Defense for Reserve Affairs
ASD(SO/LIC)	Assistant Secretary of Defense for Special Operations/Low Intensity Conflict
ASD(SO/LIC-CN)	Assistant Secretary of Defense for Special Operations/Low Intensity Conflict/Counter-Narcotics

Abbreviation	Meaning
ASDA	Automated State Department Approval
AT	Anti-Tamper
ATEA	(DoD) Anti-Tamper Executive Agent
ATMG	Arms Transfer Management Group
BATFE	Bureau of Alcohol, Tobacco, Firearms, and Explosives
BEQ	Bachelor Enlisted Quarters
BOQ	Bachelor Officers' Quarters
BOS	Base Operating Support
BPR	Business Process Reengineering
C4ISR	Command Control Communications Computers Intelligence Surveillance and Reconnaissance
CAO	Collateral Action Officer
CAS	Contract Administration Services
CBA	Commercial Banking Account
CBJ	Congressional Budget Justification
CBL	Commercial Bill of Lading
CBS	Commercial Buying Service
CBSR	Census Bureau Shipment Report
CCB	Configuration Control Board
CCBL	Collect Commercial Bill of Lading
CCIF	Combatant Command Initiative Fund
CDTS	Counter-Drug Training Support
CE	Central Command
CEMIS	Case Execution Management Information System
CETS	Contractor Engineering Technical Services
CFD	Country Finance Director
CFM	Country Financial Management (DSCA Business Operations)
CFS	Contract Field Services
CHDS	Center for Hemispheric Defense Studies
CIA	Central Intelligence Agency
CIF	Cost, Insurance and Freight
CIO	Chief Information Officer
CJCS	Chairman of the Joint Chiefs of Staff
CJCSI	Chairman of the Joint Chiefs of Staff Instruction
CLSSA	Cooperative Logistics Supply Support Arrangement
CMP	Comptroller (DSCA Business Operations)
COCOM	Combatant Command
CODEL	Congressional or Congressional Staff Delegation
COM	Chief of Mission (U.S. Diplomatic Mission)
COMSEC	Communications Security
CONUS	Continental United States
COR	Contracting Officer's Representative
CORCOM	EDA Coordinating Committee
CPD	Country Program Director
CPI	Critical Program Information
CRA	Continuing Resolution Authority

Abbreviation	Meaning
C-SEAP	Cadet Semester Exchange Abroad Program
CSP	Concurrent Spare Parts
CST	Caribbean Support Tender
CTR	Cooperative Threat Reduction
CTFP	Combating Terrorism Fellowship Program
CUI	Controller Unclassified Information
DASA DEC	Deputy Assistant Secretary of the Army for Defense Exports and Cooperation
DBO	DSCA Directorate of Business Operations
DCA	Defense Cooperation in Armaments
DCAA	Defense Contract Audit Agency
DCC	Direct Commercial Contracts
DCMA	Defense Contract Management Agency
DCS	Direct Commercial Sale
DDA	Designated Disclosure Authority
DELG	Defense Export Loan Guarantee
DELP	Defense English Language Program
DEPSECDEF	Deputy Secretary of Defense
DESC	Defense Energy Support Center
DFARS	Defense Federal Acquisition Regulation Supplement
DFAS	Defense Finance and Accounting Service
DGR	Designated Government Representative
DIA	Defense Intelligence Agency
DIADS	DSCA IMET Allocation Database System
DIC	Defense Industrial Cooperation
DIFS	Defense Integrated Financial System
DIMO	Defense Institute of Medical Operations
DISA	Defense Information Systems Agency
DISAM	Defense Institute of Security Assistance Management
DISCO	Defense Industrial Security Clearance Office
DISP	Defense Industrial Security Program
DLA	Defense Logistics Agency
DLAI	Defense Logistics Agency Instruction
DLIELC	Defense Language Institute English Language Center
DLIS	Defense Logistics Information Service
DMS	Defense Message System
DoC	Department of Commerce
DoD	Department of Defense
DoDD	Department of Defense Directive
DoDFMR	Department of Defense Financial Management Regulation
DoDI	Department of Defense Instruction
DoDIG	Department of Defense Inspector General
DoS	Department of State
DoS (ISN/MTR)	Department of State, Bureau of International Security and Nonproliferation/Office of Missile Threat Reduction
DoS (PM)	Department of State (Bureau of Political and Military Affairs)

Abbreviation	Meaning
DoS (PM/DDTC)	Department of State - Directorate of Defense Trade Controls
DoS (PM/RSAT)	Department of State - Office of Regional Security and Arms Transfer Policy
DoT	Department of Transportation
DPDS	Defense Property Disposal Service
DRB	Defense Resources Board
DRMO	Defense Reutilization and Marketing Office
DRMS	Defense Reutilization and Marketing Service
DSADC	Defense Security Assistance Development Center
DSAMS	Defense Security Assistance Management System
DSCA	Defense Security Cooperation Agency
DSS	Defense Security Service
DTC	Delivery Term Code
DTRA	Defense Threat Reduction Agency
DTS	Defense Transportation System
DTSA	Defense Technology Security Administration
DTSI	Defense Trade Security Initiative
DUSD(PS)	Deputy Under Secretary of Defense (Policy Support)
DVOT	Distinguished Visitor Orientation Tours
DWCF	Defense Working Capital Fund
DX	Direct Exchange
E.O.	Executive Order
EACC	Enhanced Accelerated Case Closure
EAP	East Asia and Pacific Region
ECL	English Comprehension Level
EDA	Excess Defense Article
EEE	Emergency, Extraordinary Expenses
E-IMET	Expanded International Military Education and Training
EIPC	Enhanced International Peacekeeping Capabilities
ELT	English Language Training
ENDP	Exception to National Disclosure Policy
EOQ	Economic Order Quantity
EPG	European Participating Governments
ESF	Economic Support Fund
ETSS	Extended Training Service Specialist
EU	European Command
EUM	End-Use Monitoring
EUR	European Region
FAA	Foreign Assistance Act
FAD	Force Activity DesignATOR
FAR	Federal Acquisition Regulation
FAW	Financial Analysis Worksheet
FDS	Foreign Disclosure System
FFB	Federal Financing Bank
FICS	FMS Integrated Control System
FM	Financial Management
FMC	Full Mission Capable

Abbreviation	Meaning
FMCS	Foreign Military Construction Services
FMF	Foreign Military Financing
FMS	Foreign Military Sales
FMS ADMIN	Foreign Military Sales Administrative (Fund)
FMSCR	Foreign Military Sales Credit
FMSO	Foreign Military Sales Order
FOB	Free On Board
FOIA	Freedom of Information Act
FORDTIS	Foreign Disclosure and Technical Information System
FPO	Fleet Post Office
FPS	Financial Policy and Support (DSCA Business Operations)
FRB	Federal Reserve Bank
FRS	Federal Reserve System
FSC	Federal Supply Classification
FSG	Federal Supply Group
FSN	Foreign Service National
FTD	Field Training Detachment
FTE	Field Training Exchanges
FSP	Field Studies Program (formerly IP – Informational Program)
FVS	Foreign Visit System
FY	Fiscal Year
FYDP	Future Years Defense Program
FYPA	Fiscal Year Planning Assessment
GAO	General Accounting Office
GBL	Government Bill of Lading
GC	General Counsel
GEBAT	Government Excess Baggage Authorization Ticket
GEOINT	Geospatial-Intelligence
GFE	Government Furnished Equipment
GFM	Government Furnished Materiel
GPS-PPS	Global Positioning System – Precise Positioning System
GRE	Graduate Record Examination
GSA	General Services Administration
GSOMIA	General Security of Military Information Agreements
GWOT	Global War on Terrorism
HA	Humanitarian Assistance
HA/MA	Humanitarian Assistance and Mine Action
HAC	House Appropriations Committee
HAO	Humanitarian Assistance Other
HAP	Humanitarian Assistance Program
HAPC	Humanitarian Assistance Policy Committee
HAP-EP	Humanitarian Assistance Program - Excess Property
HASC	House Armed Services Committee
HAZMAT	Hazardous Materiel
HCA	Humanitarian and Civic Assistance
HDR	Humanitarian Daily Rations

Abbreviation	Meaning
HFAC	House Foreign Affairs Committee
HIV	Human Immunodeficiency Virus
IAAFA	Inter-American Air Forces Academy
ICASS	International Cooperative Administrative Support Services
ICP	Inventory Control Point
IEMP	International Engine Management Programs
ILCO	International Logistics Control Office
ILS	Integrated Logistics Support
IMC	Internal Management Control
IMET	International Military Education and Training
IMF	International Monetary Fund
IMSO	International Military Student Officer
INCLE	International Narcotics Control and Law Enforcement
IPL	Integrated Priority List
IPO	(Navy) International Programs Office
IRRD	Issue Release and Receipt Documents
ISAN	International Security Assistance Network
ISR	Industrial Security Regulation
ISTL	Integrated Standardized Training List
IT	Information Technology
ITAR	International Traffic in Arms Regulations
ITO	Invitational Travel Orders
JCET	Joint Combined Exchange Training
JCS	Joint Chiefs of Staff
JFTR	Joint Federal Travel Regulations
JLOC	Joint Logistics Operations Center
JMPAB	Joint Materiel Priorities and Allocation Board
JR	Joint Regulation
JSAT	Joint Security Assistance Training (Regulation)
JTR	Joint Travel Regulations
JVI	Joint Visual Inspection
LAA	Limited Access Authorization
LO/CLO	Low Observable/Counter Low Observable
LOA	Letter of Offer and Acceptance
LOAD	Letter of Offer and Acceptance Data
LOI	Letter of Intent
LOR	Letter of Request
LPA	Legislative and Public Affairs
LRC	Logistics Readiness Center (Chairman of the Joint Chiefs of Staff)
LSC	Logistics Support Charge
LSE	Logistics Support Expense
LTD	Language Training Detachments
MANPADS	Man-Portable Air Defense System
MAP	Military Assistance Program
MAPAD	Military Assistance Program Address Directory
MAPEX	Military Assistance Program Excess

Abbreviation	Meaning
MAPOM	MAP-Owned Materiel
MARAD	Maritime Administration
MASFEX	Military Assistance Service Funded Excess
MASL	Military Articles and Services List
MDA	Missile Defense Agency
MDE	Major Defense Equipment
MEDEVAC	Medical Evacuation
MET	Mobile Education Team
MFA	Ministry of Foreign Affairs
MFP	Major Force Program
MFR	Memorandum for Record
MIA	Missing in Action
MILDEP	Military Department
MILSTRIP	Military Standard Requisitioning and Issue Procedures
MIMEX	Major Item Material Excess
MIRR	Materiel Inspection and Receiving Report
MISWG	Multinational Industrial Security Working Group
MLA	Manufacturing Licensing Agreements
MNS	Mission Needs Statement
MOA	Memorandum of Agreement
MOD	Ministry of Defense
MOS	Months
MOU	Memorandum of Understanding
MPA	Military Personnel Account
MPP	Mission Program Plan
MREs	Meals-Ready-to-Eat
MRI	MILSTRIP Routing Identifier
MS	Mission Sustainment
MSP	Mission Strategic Plan
MSC	Military Sealift Command
MTCR	Missile Technology Control Regime
MTDS	Manpower and Travel Data Sheet
MTT	Mobile Training Team
NACSI	National Communication Security Instruction
NAD	National Armaments Director
NADR	Nonproliferation, Anti-Terrorism, Demining, and Related Programs
NAMSA	NATO Maintenance and Supply Agency
NATO	North Atlantic Treaty Organization
NAVICP	Naval Inventory Control Point
NAVINST	Navy Instruction
NAVSCIATTS	Naval Small Craft Instruction and Technical Training School
NC	Nonrecurring Cost
NCB	National Codification Bureau
NDP	National Disclosure Policy
NDPC	National Disclosure Policy Committee
NDPS	National Disclosure Policy System

Abbreviation	Meaning
NDU	National Defense University
NESA	Near East and South Asia Region
NESA	Near East South Asia Center for Strategic Studies
NETSAFA	Naval Education and Training Security Assistance Field Activity
NGA	National Geospatial-Intelligence Agency
NIIN	National Item Identification Number
NIPO	Navy International Programs Office
NISP	National Industrial Security Program
NISPOM	National Industrial Security Program Operating Manual
NIST	National Institute of Standards and Technology
NO	Northern Command
NOA	Notice of Availability
NR	Non Regional
NSA	National Security Agency
NSAS	National Security Assistance Strategy
NSC	National Security Council
NSDD	National Security Decision Directive
NSN	National Stock Number
NSSC	Notice of Supply and/or Service Completion
NVD	Night Vision Device
O&M	Operations and Maintenance
OA	Obligational Authority
OBL	Ocean Bill of Lading
OC-ALC	Oklahoma Air Logistics Center
OCONUS	Outside the Continental United States
ODS	Ozone Depleting Substance
OED	Offer Expiration Date
OFDA	Office of Foreign Disaster Assistance
OGC	DSCA Office of General Counsel
OHDACA	Overseas Humanitarian, Disaster and Civic Air
OJT	On-The-Job Training
OMB	Office of Management and Budget
OPI	Oral Proficiency Interviews
OPR	Office of Primary Responsibility
ORC	Offer Release Code
ORD	Operational Requirements Document
ORF	Official Representation Funds
OSD	Office of the Secretary of Defense
OSP	Offshore Procurement
OT	Orientation Tour
OT&E	Operational Test and Evaluation
P&A	Price and Availability
PA	Pacific Command
PA	Procurement Appropriation
PAO	Primary Action Officer
PBAS	Program Budget Allotment System

Abbreviation	Meaning
PC&H	Packing, Crating, and Handling
PCC	Policy Coordinating Committee
PCCSG/HMA	Policy Coordinating Committee Subgroup on Humanitarian Mine Action
PCH&T	Packing, Crating, Handling, and Transportation
PCS	Permanent Change of Station
PD	Presidential Determination
PDA	Principal Disclosure Authority
PDF	Portable Document Format
PDLI	Project Directive Line Item
PDM	Program Decision Memorandum
PEC	Pricing Element Code
PEM	Program Element Monitor
PFP	Partnership for Peace
PKO	Peace Keeping Operations
PLAD	Plain Language Address DesignATOR
PM	Program Manager
PM/RSAT	Bureau of Political-Military Affairs/Office of Regional Security and Arms Transfers
PME	Professional Military Education
PML	Program Management Line
PMO	Program Management Office
POC	Point of Contact
POD	Port of Debarkation
POE	Port of Embarkation
POM	Program Objective Memorandum
POTUS	President of the United States
POW	Prisoner of War
PPBS	Planning, Programming, and Budgeting System
PPR	Positions of Prominence Report
PROS	Parts and Repair Ordering System
PWS	Performance Work Statement
QAT	Quality Assurance Team
QOL	Quality of Life
R&D	Research and Development
RCN	Record Control Number
RCS	Reports Control Symbol
RDT&E	Research, Development, Test & Evaluation
RFP	Request for Proposal
RIM	Retainable Instructional Materials
RM	Resource Management
RSI	Rationalization, Standardization, and Interoperability
SA	Security Assistance
SA	Specialized English Training Advised
SAAM	Special Assignment Airlift Mission
SAARMS	Security Assistance Automated Resource Management Suite
SAC	Senate Appropriations Committee

Abbreviation	Meaning
SAF/IA	Secretary of the Air Force for International Affairs
SAMM	Security Assistance Management Manual
SAN	Security Assistance Network
SANG	Saudi Arabia National Guard
SAPRWG	Security Assistance Planning and Review Working Group
SASC	Senate Armed Services Committee
SAT	Security Assistance Team
SATFA	Security Assistance Training Field Activity
SBA	Special Billing Arrangement
SBLC	Standby Letter of Credit
SC	Source Code
SC	Security Cooperation
SCETWIG	Security Cooperation Education and Training Workgroup
SCO	Security Cooperation Organization/Officer
SCI	Special Compartmented Information
SCIP	Security Cooperation Information Portal
SDAF	Special Defense Acquisition Fund
SDDC	(Military) Surface Deployment and Distribution Command
SDI	Strategic Defense Initiative
SDR	Supply Discrepancy Report
SECDEF	Secretary of Defense
SECSTATE	Secretary of State
SED	Shipper's Export Declaration
SET	Specialized English Training
SFRC	Senate Foreign Relations Committee
SHAPE	Supreme Headquarters Allied Powers, Europe
SME	Significant Military Equipment
SNAP	Simplified Nonstandard Acquisition Process
SO	Southern Command
SO/LIC	Special Operations/Low Intensity Conflict
SOF	Special Operations Forces
SOFA	Status of Forces Agreement
SOW	Statement of Work
SPAN	DoD Security Policy Automation Network
SPO	Systems Program Office
SR	Specialized English Training Required
STL	Standardized Training List
SVI	Single Vendor Integrity
TA	Type of Assistance
TAA	Technical Assistance Agreement
TAC	Type of Address Code
TAD	Temporary Additional Duty
TAFT	Technical Assistance Field Team
TAR	Team After-Action Review
TAT	Technical Assistance Team
TBC	Transportation Bill Code

Abbreviation	Meaning
TCG	Technical Coordinating Group
TCN	Transportation Control Number
TDP	Technical Data Package
TDR	Transportation Discrepancy Report
TDY	Temporary Duty
TL	Termination Liability
TLA	Travel and Living Allowance
TLW	Termination Liability Worksheet
TMS	Training Management System
TOEFL	Test of English as a Foreign Language
TOR	Term of Reference
TOW-2B	Tube-Launched, Optically-Tracked, Wire-Guided Missile
TPA	Total Package Approach
TPS	Technology Protection System
TRANSCOM	U.S. Transportation Command
U.S.	United States
U.S.C.	United States Code
UAV	Unmanned Aerial Vehicle
UCMJ	Uniform Code of Military Justice
ULO	Unliquidated Obligation
UMMIPS	Uniform Material Movement and Issue Priority System
UN	United Nations
UND	Urgency of Need DesignATOR
UNLOA	United Nations Letters of Assist
UPT	Undergraduate Pilot Training
USAF	United States Air Force
USAMMA	United States Army Medical Materiel Agency
USAREUR	United States Army - Europe
USARPAC	United States Army - Pacific
USASAC	United States Army Security Assistance Command
USCENTCOM	United States Central Command
USCG	United States Coast Guard
USD(AT&L)	Under Secretary of Defense for Acquisition, Technology, and Logistics
USD(C)	Under Secretary of Defense, Comptroller
USD(I)	Under Secretary of Defense for Intelligence
USD(P)	Under Secretary of Defense for Policy
USDR	United States Defense Representative
USEUCOM	United States European Command
USG	United States Government
USJFCOM	United States Joint Forces Command
USMC	United States Marine Corps
USML	United States Munitions List
USN	United States Navy
USPACOM	United States Pacific Command
USPS	United States Postal Service
USSOCOM	United States Special Operations Command

Abbreviation	Meaning
USSOUTHCOM	United States Southern Command
USTRANSCOM	United States Transportation Command
V&A	Valuation and Availability
WAAS	Washington Headquarters Services Allotment Accounting System
WCF	Working Capital Fund
WCN	Worksheet Control Number
WHINSEC	Western Hemisphere Institute for Security Cooperation
WHS	Washington Headquarters Services
WIF	Warsaw Initiative Fund
WMD	Weapons of Mass Destruction
WPOD	Water Port of Debarkation
WPOE	Water Port of Embarkation
WSLO	Weapons System Logistics Officer